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Board of Trustees Minutes, July 22, 1960

Eastern Washington College of Education

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Eastern Washington College of Education
MINUTES OF BOARD OF TRUSTEES MEETING
8:30 p.m., Friday, July 22, 1960
Bellingham Hotel, Bellingham, Washington

The Board of Trustees of Eastern Washington College of Education met in the Bellingham Hotel, Bellingham, Washington, at eight-thirty on the evening of July 22, 1960, with the following present: Mrs. Zelma R. Morrison, chairman; Mrs. Frank Laughbon and Mr. Harvey Erickson, members; Dr. Don S. Patterson, president of the college; Dr. N. Wm. Newsom and Dr. Earle K. Stewart, members of the Committee of Nine; and Mr. Fred S. Johns, comptroller.

MINUTES

It was moved by Mr. Erickson and seconded by Mrs. Laughbon that the reading of the minutes for June 23, 1960, be dispensed with and the minutes approved. Motion carried.

APPOINTMENT OF SECRETARY

Upon the recommendation of the president, it was moved by Mrs. Laughbon, seconded by Mr. Erickson, that Mr. Fred S. Johns, comptroller, be appointed secretary to the board. The motion carried.

AUTHORIZATION FOR SIGNATURE

Mrs. Laughbon moved that Mr. Johns' name be substituted for that of Dr. Force for signature on all college fiscal items. Mr. Erickson seconded the motion which carried.

RESIGNATIONS

Mrs. Laughbon made the motion, seconded by Mr. Erickson, that the following resignations be accepted as indicated. Motion carried.

LeAnn Logan as assistant cashier as of July 31, plus accrued vacation

Lola Hanlon, junior secretary, business office, as of July 31 plus accrued vacation

Ann MacNeil, clerk, registry office, as of August 17 plus accrued vacation

Sharon Boutz, clerk, physical education division, as of August 5th plus accrued vacation

NEW APPOINTMENTS

Mrs. Laughbon moved, seconded by Mr. Erickson, that the following appointments be approved as indicated. Motion carried.

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Marvin Mutchnik, Assistant Professor of Stringed Instruments, for 1960-61, at \$6,000 for academic year
Ralph G. Connor, Assistant Professor of Sociology, academic year 1960-61, at \$5,900
Carol Gerken, Dean of Women, at \$7,600 as of August 15, 1960, on twelve months basis
Florence Orvik, Acting Instructor in Education, at \$5,000 for 1960-61 academic year
Mrs. F. D. Fager, as hall director of Louise Anderson Hall, at \$200 per month plus meals and quarters
Mrs. Viola Morse, assistant cashier, as of July 27, at \$230 (two steps) per month

CHANGE IN CLASSIFICATION

Mrs. Laughbon moved that Kaye Barckert, clerk, business office, be reclassified as junior secretary (replacement) at a salary of \$240 per month, effective August 1, 1960.
Mr. Erickson seconded the motion, which carried.

DISCONTINUANCE OF COMMITTEE OF NINE

The board discussed a letter from Mr. Ferris of Western Washington College (copy of which they had received) in which he stated that his institution felt the Committee of Nine had served its purpose and it was no longer desirable for that committee to be active. Dr. Patterson explained to the board some of the functions the committee had assumed, such as coordination of criteria for drawing up budgets, salary schedules, faculty benefits, et cetera. No action was taken as the item was on the agenda for the joint board meeting.

CAPITAL OUTLAY REQUESTS

Capital outlay projects as presented to the state budget office were discussed and no action taken.

NEW CATEGORY FOR INSTRUCTIONAL STAFF

Dr. Patterson presented a proposal for the establishment of a new category for the instructional staff to be designated "Lecturer." (Copy attached) The new category would permit the college to bring in a person to fill a vacancy for one year only without adhering to the salary schedule. Mr. Erickson moved, seconded by Mrs. Laughbon, that the attached classification be approved as outlined. Motion carried.

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CODE OF ETHICS

Dr. Patterson presented to the board a preliminary draft of a "Code of Ethics" which he had prepared in accordance with previous instructions from the board. There was no action, since this was an item on the joint board agenda.

TUITION FEES FOR RESIDENT AND NON-RESIDENT STUDENTS

There was discussion of a tentative draft of a bill prepared by Dr. Patterson for presentation to the legislature in which there is provision for tuition fees at the three colleges of education for both resident and non-resident students. No action was taken.

PROCEDURE FOR ACCEPTANCE OF CAPITAL OUTLAY PROJECTS

The attached letter from Mr. Brown of the Department of General Administration seems to clarify the procedures for acceptance of finished projects on campus.

RENTAL CHARGES ON SPOKANE SCHOOL FACILITIES

No reply had been received by the chairman of the board to the letter she had sent to the Spokane School Board regarding charges for the use of facilities in Spokane by this college for instructional purposes.

POLICY REGARDING MR. DELL'S SALARY

The policy regarding Mr. Dell's salary upon his return was discussed but no recommendation was made at this meeting. Recommendation on this matter will be made at the next regular meeting of the board.

AWARDING OF DEGREES

It was moved by Mr. Erickson, seconded by Mrs. Laughbon that Mr. Joe M. Smith be invited to award degrees at the August fifth Commencement. Motion carried.

(Later: Mr. Smith was unable to accept the responsibility, and Mr. Voorhees was invited to make the awards, and accepted.)

ADDITIONS TO WAREHOUSE

Two additions to the warehouse were recommended, one for shelves for supplies and the other for enlarging the office area. It was moved by Mrs. Laughbon, seconded by Mr. Erickson, that these additions be approved. Motion carried.

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SCIENCE BUILDING PLANS

The board recommended that Mr. Smith be designated to meet with representatives of the college and the architect to go over the science building plans in detail just as soon as possible. Mr. Smith was to represent the board for final approval of the plans.

(Later: On Monday afternoon, July 25, at two-thirty, Mr. Smith representing the board, Dr. Patterson, Dr. Harter, Mr. Stahl and Mr. Surbeck examined the plans in detail. The consensus was that with a few additions the plans seemed ready to go to the state Department of General Administration.)

ADJOURNED

The meeting adjourned at 11:30 ^{p.m.}~~a.m.~~, with the next meeting scheduled for noon, Saturday, August 27, at the Davenport Hotel, Spokane.

APPROVED

Zelma R. Morrison
Zelma R. Morrison, Chairman

Fred S. Johns
Fred S. Johns Secretary

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Eastern Washington College of Education

Lecturer Category

The classification of lecturer is being recommended in order to make it easier to secure instructors for certain program areas. Persons employed under this title may be those who, (1) have the competence to assume responsibilities expected, yet may not meet the graduate preparation requirements for rank as set forth in our Bylaws, or (2) are outstanding and widely recognized in a field, or (3) are persons who by preparation and experience could provide special assistance with a new program which may be undertaken on campus.

This classification will be used only in those cases where regular graduate qualifications prevent giving a salary which will attract a person away from a permanent position for a promise of only one year of employment at Eastern. It may also be used for one year for a very highly qualified individual. In general practice the contractual period for such individuals will be for only one year. In an emergency this may be extended for a second year. Persons under this classification will not build up credit for the privileges or rights accruing with regular faculty appointments. These privileges have to do with annual salary increments, leave privileges and service time which will count toward advancement in rank or tenure.

In the event such an individual at the end of the service period is to be considered for regular employment, his condition of employment shall adhere to the same policies as for all new faculty members.